

Finding and Completing your Active Tasks
















Log into your account. If you are a first-time user, you will receive an email from ProjectDox with a temporary password once your permit has been set up.

After you log in, you will be taken to the home screen. Here you will find two different lists: Active Projects List and ProjectFlow Task List

The Active Project List: A list of the 15 most recent permits that you have viewed with the latest one on top. If you would like to see all your projects, you can click on All Projects

Active Projects List

15 recently entered project(s) out of 197 for Tiffany Little (Tiffany_Little@co.washington.or.us) Recent Projects All Projects

Project	Options	Description	Owner
GRAD-2004211	  	2019-010 PARTITION PLAT LOT 3 - GRADING	Wash
BLDG-2003355.REV01	  	SFR - S/O/O/E PRESCRIPTIVE ROOF MOUNT SOLAR + 8.45KW ON BARN	Wash
BLDG-2004191	  	NORTHERN HEIGHTS LOT 10 - 5BD, 4BA, ATT GAR, COV PORCH,DECK + BACKFLOW	Wash
BLDG-2003051	  	SFR - S/O/O/O NEW EXTERIOR DOORS, REMODEL KITCHEN AND BATHROOM, AND REINFO...	Wash
19008686	  	THOMPSON WOODS 4 LOT 143 - 3393 OXFORD FARMHOUSE -	Wash

ProjectFlow Task List: A list of your ACTIVE tasks that will need to be completed.

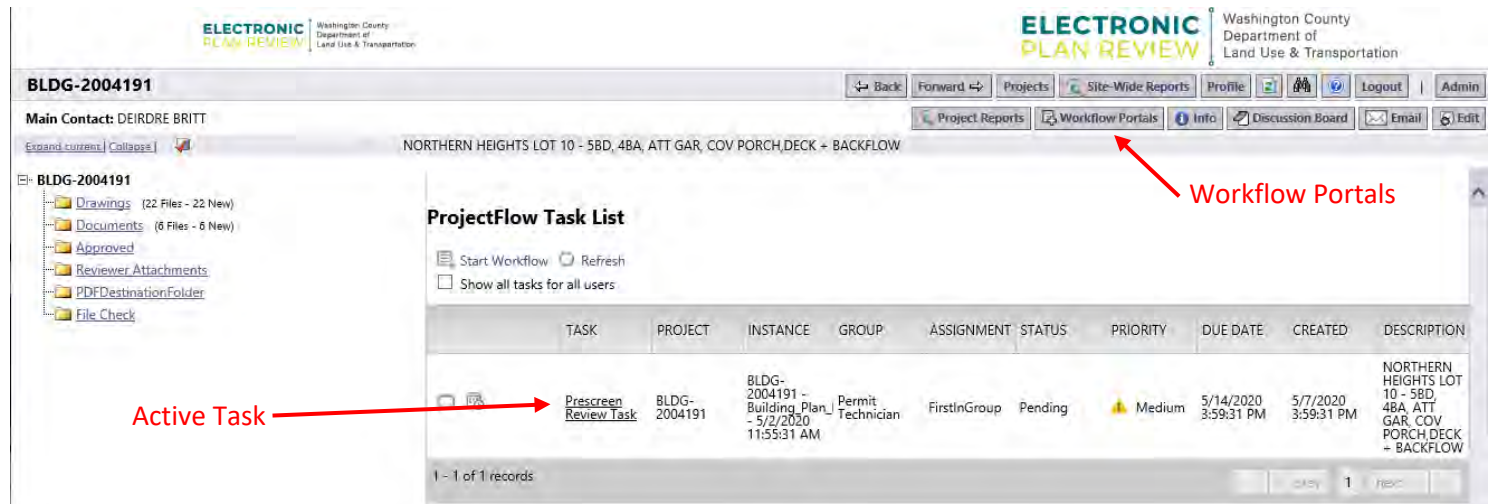
- To view the permit: Click on the permit number.
- To Accept and Complete the task: Click on the task name and follow the instructions on the Eform.
- To view Corrections: Click on the task name and see corrections near the bottom of the page.

ProjectFlow Task List

 Refresh

TASK	PROJECT	INSTANCE	GROUP	ASSIGNMENT TYPE	STATUS
 File Check Task	19005091.DEF03	19005091 - Building Plan Review - 4/20/2020 11:22:34 AM	Permit Technician	FirstInGroup	Pending
 File Check Task	BLDG-2003897	BLDG-2003897 - Building Plan Review - 4/27/2020 10:10:14 AM	Permit Technician	FirstInGroup	Pending
 File Check Task	BLDG-2003986	BLDG-2003986 - Building Plan Review - 4/27/2020 1:15:12 PM	Permit Technician	FirstInGroup	Pending
 File Check Task	MECH-2003243	MECH-2003243 - Building Plan Review - 4/7/2020 9:28:53 AM	Permit Technician	FirstInGroup	Pending

Workflow Portals: You can also complete the task by going into your permit by clicking on the permit number, select Workflow Portals, and then clicking on the Active Task to accept to. Follow the instructions on the Eform and complete the task.



Electronic Plan Review | Washington County Department of Land Use & Transportation

BLDG-2004191 Back Forward Projects Site-Wide Reports Profile Logout Admin


Main Contact: DEIRDRE BRITT Project Reports Workflow Portals Info Discussion Board Email Edit

NORTHERN HEIGHTS LOT 10 - 5BD, 4BA, ATT GAR, COV PORCH,DECK + BACKFLOW

ProjectFlow Task List

Start Workflow Refresh

Show all tasks for all users.

TASK	PROJECT	INSTANCE	GROUP	ASSIGNMENT	STATUS	PRIORITY	DUE DATE	CREATED	DESCRIPTION
 Prescreen Review Task	BLDG-2004191	BLDG-2004191 - Building Plan Review - 5/2/2020 11:59:31 AM	Permit Technician	FirstInGroup	Pending	Medium	5/14/2020 3:59:31 PM	5/7/2020 3:59:31 PM	NORTHERN HEIGHTS LOT 10 - 5BD, 4BA, ATT GAR, COV PORCH,DECK + BACKFLOW

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